

# Accessibility and Digital Language Archives 101

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**Digital Endangered Language Archive (DELA):** A facility whose primary mission is the preservation of digital data in or about endangered and/or minority languages. Digital materials and their metadata can be accessed to some extent via the Internet. Most such facilities have the ability to create digital surrogate files from original analog media.

**Accessibility:** The ability and the right to access something (via the Internet).



## AILLA Citation Guidelines

Online resources must be cited just like any other published resource, whenever you quote from them or use them as the basis of your work. AILLA's citation guidelines were designed in collaboration with other DELAMAN members.

You can generate a list of citations from any search results page and from any resource or collection page.

### Examples

#### Cite a whole collection

Sherzer, Joel. "Joel Sherzer Kuna Collection." The Archive of the Indigenous Languages of Latin America: www.ailla.utexas.org. Media: audio, text, image. Access: 0% restricted.

#### Cite a single resource

Sherzer, Joel (Researcher) and Olowiktinappi (Speaker, Translator). (1970). "Report of a curing specialist." Joel Sherzer Kuna Collection. Archive of the Indigenous Languages of Latin America: www.ailla.utexas.org. Media: audio, text. Access: public. Resource ID: CUK001R001.

#### Cite a single file

Olowiktinappi (Speaker, Translator). (1970). "Report of a curing specialist." Joel Sherzer Kuna Collection. Archive of the Indigenous Languages of Latin America: www.ailla.utexas.org. Type: primary\_text. Media: audio. Access: public. Resource ID: CUK001R001.

## Language Researchers

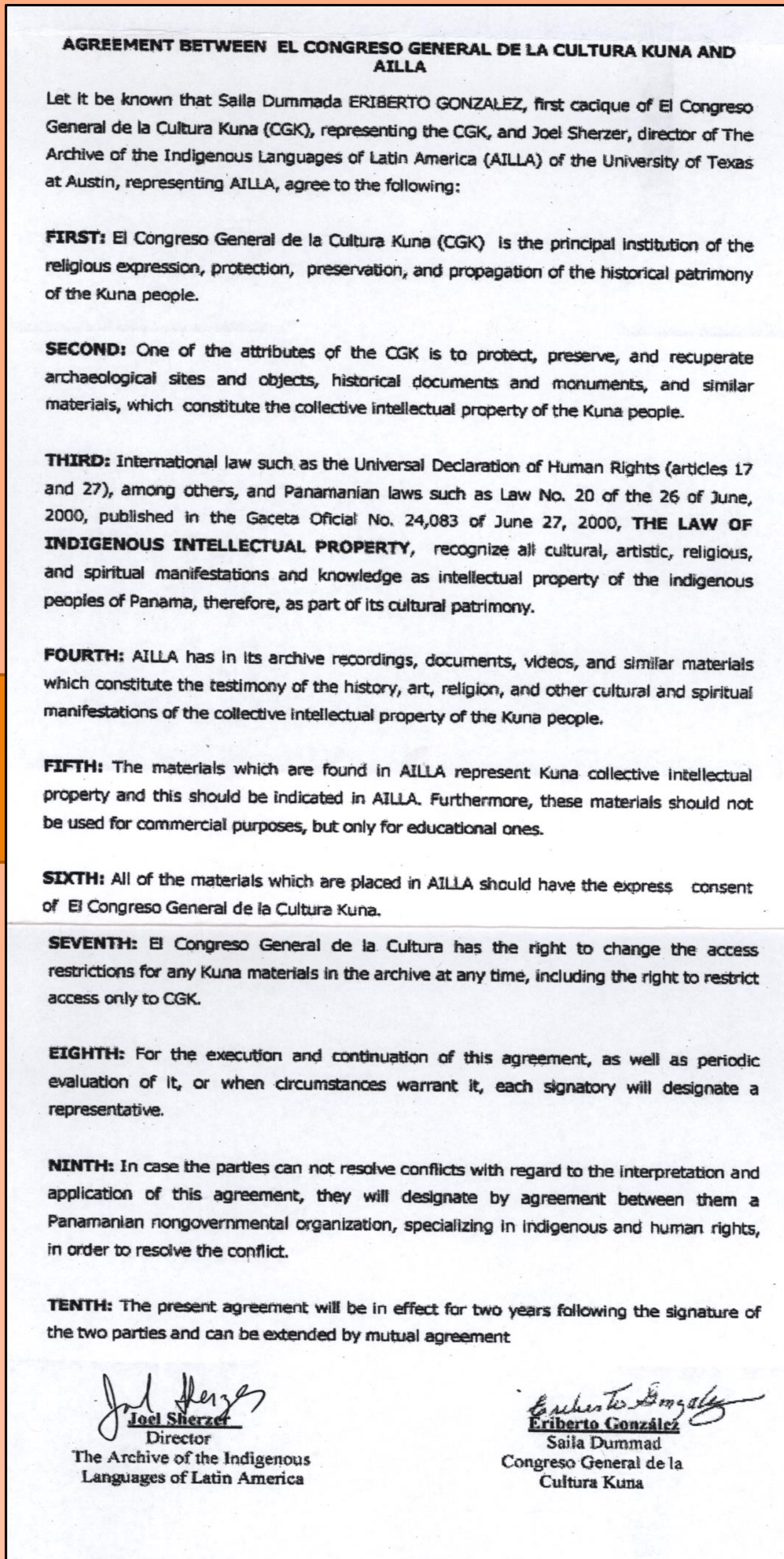
**Informed Consent:** Obtain informed consent from EVERY research participant. Make sure s/he understands that all data (audio & video recordings, transcriptions & translations, notes, photos, etc.) will go into an archive.

### IRB (U.S.) and Other Permissions:

Accessibility of language materials in an archive might be influenced by legal restrictions and ethical considerations put in place by a U.S. university's Internal Review Board (that grants permission for researchers to work with human subjects), the research host country or community, or some other entity.

**Funding Obligations:** The funder of the research might impose some sort of accessibility clause, e.g., all data collected with the funds must be open to and accessible by the public.

**Access Embargoes:** Restrict access for a short period of time (1-5 years) while researcher completes research project.



## Archive Employees

**File Formats:** DELAS use only digital formats that can be read by free or readily available programs; No proprietary formats!

- Archival format:** the uncompressed file that is preserved (.wav, .mpg, .tif).
- Access or Presentation format:** a smaller or compressed copy of the archival file that is stored online and used for easy and quick access (.mp3, .mp4, .pdf/a).

**Intellectual Property:** Any creation of the mind.

**Copyright:** Legal protection given to a content creator as soon as that content is fixed in a tangible medium (e.g., writing, audio or video recording, etc.). Copyright laws vary from country to country. A type of Intellectual Property.

**Cultural Property:** Tangible or intangible property that holds special significance to a particular group of people.

**Levels of Access/Restriction:** Each archive has its own system, which might include (or not) access embargoes.

**Gatekeepers:** Archive employees must negotiate access between language researchers, community members or organizations, and archive users.

## Community Members

**Personal Wishes:** Speaker might wish to

- remain anonymous or
- restrict access to some/all of his/her recordings for various reasons, e.g. embarrassing, malicious or incriminating content.

**Obligation to the Past:** Historic traditional reasons should be taken into consideration, e.g.,

- esoteric or taboo language,
- seasons for telling certain stories.

**Obligation to the Future:** What if the only records of the language are recordings of esoteric language? Should such materials be made accessible in order to save the language?

**Local vs. Non-local Archives:** Very strict access restrictions put unrealistic or unmanageable burden of control on staff of NON-LOCAL (e.g., public or university) archives. Extremely sensitive materials are best handled by a LOCAL archive that is familiar with the traditions of the speech community.

Consent for Participation in Research - Excerpt

I/we are your data

There are other ways that we may want to use your data in the future. Please let us know which of the following ways you permit us to use the words, sentences, and recordings from our work with you. You can freely decide whether or not you would like this information used in these ways. If you decide that you would not like this information to be used in these ways, this will not affect whether or not you are allowed to participate in the research study.

1. Today it is common practice to put language documentation data in a digital language archive. We may wish to archive your data at a live name and web address of our or more digital archive(s). When data is put in a digital archive, it is preserved permanently and is made accessible to registered archive visitors, except if you place conditions on access. Is this permissible with regard to: Audio recordings \_\_\_\_ Video recordings \_\_\_\_ still photographs \_\_\_\_ written notes by you or by us \_\_\_\_? (State yes; yes with conditions; or no; if there are conditions, please state)

2. We may wish to present your data at an academic conference or in a classroom. Is this permissible with regard to: Audio recordings \_\_\_\_ Video recordings \_\_\_\_ still photographs \_\_\_\_ written notes by you or by us \_\_\_\_? (Yes or no)

3. We may wish to use your data in creating language learning materials. Is this permissible with regard to: Audio recordings \_\_\_\_ Video recordings \_\_\_\_ still photographs \_\_\_\_ written notes by you or by us \_\_\_\_? (Yes or no)

4. We may wish to use your data in academic publications. Is this permissible with regard to: Audio recordings \_\_\_\_ Video recordings \_\_\_\_ still photographs \_\_\_\_ written notes by you or by us \_\_\_\_? (Yes or no)

If you answered yes to 1, 2, 3, or 4: When linguists present the results of their work to the public, it is customary for them to name and say thank you to language speakers for their contributions. May we use your name in public for that purpose? (Yes or no)

If your answer was "no" just above, we will not associate your name with the your data, and all use of your data will exclude any information that will make it possible to identify you as a subject.



CNPq

Ofício COAPIS nº 241/2014

Brasília (DF), 31 de dezembro de 2014.

Imo: Sr. Dr.

Coordenação de Arquivos Linguísticos

Av. Magalhães Barata, nº 376 - Bairro de São Braz

Casa Postal 309

66640-170 - BELÉM - PA

Ref.: Informação a publicação da Portaria MCT nº 1401/14.

Expediente Científica

Processo 010046/2009-7

Projeto: "Análise e descrição da Língua"

Coordenador(a)

Período de execução

Um ano, contado a partir de 16 de outubro de 2014.

Prezado Senhor,

Encaminhamos, em anexo, cópia da Portaria MCT nº 1401/14, publicada na Seção 1, pg. 14, do Diário Oficial da União de 24/12/2014, que autoriza a prorrogação da pesquisa em epígrafe.

Informamos que de acordo com o Parágrafo único, do Art. 1, da Resolução Normativa nº 50/2010, para obtenção da prorrogação do visto específico em seu transporte o pesquisador estrangeiro deverá apresentar, à autoridade consular, cópia da Portaria do Ministro de Estado da Ciência e Tecnologia, que autorizou a atividade e sua participação, publicada no Diário Oficial da União.

Aproveitamos a oportunidade para lembrar que se faz necessário o envio de relatórios periódicos, conforme disposições contidas no Capítulo VIII, da Portaria MCT nº 50/20. Segue, abaixo, a relação dos relatórios a serem enviados ao CNPq.

Deliberação final: no prazo de até 30 (trinta) dias após o término da atividade de coleta e

THE UNIVERSITY OF TEXAS AT AUSTIN

OFFICE OF RESEARCH SUPPORT

THE UNIVERSITY OF TEXAS AT AUSTIN

P.O. Box 7426 Austin, Texas 78713 Mail Code A3306

(512) 475-4871 FAX (512) 475-4873

FWA # 00002030

Date: 03/05/14

Dr: [Redacted]

Dept: Linguistics

Title: [Redacted]

Re: [Redacted]

Do: [Redacted]

In accordance with the Federal Regulations for review of research studies, the Institutional Review Board (IRB) reviewed your requested amendment to the above referenced protocol and found that it met the requirements for approval.

Approved for your study expires on: 03/03/2015. Expires 12 m. following of this date.

The following requested changes were approved:

1) Possible future resource from Faculty Research Assignment (FRA). 2) Study timeline update for 2014-2015. 3) Add creation of new literature.

☐ Continue to use the original approved consent form(s).

☒ Use the attached approved informed consent document(s).

☐ You have been granted a Waiver of Documentation of Consent according to 45 CFR 46.117 and/or 45 CFR 46.109(c)(1).

☐ You have been granted a Waiver of Informed Consent according to 45 CFR 46.116(d).

## References

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